PROJECT MANGEMENT PLAN EXAMPLES

Project Management Plan Examples

The following material has been extracted from several project management plans. The order in which it is presented is arbitrary. The elements table below should be used to navigate to the subject of interest.

Elements of Deactivation Project Planning

Deactivation Project Key Planning Elements	Reference DOE O 430.1A	Reference DOE G 430.1-3	DOE G 430.1-3 Fig. 1	Link to Examples	
Policy & Operational Decisions, Assumptions and Strategies Includes organizational responsibilities and structure, disposition path, future use of facility, S&S Reqs and plan, hazard elimination or mitigation, NEPA, RCRA, CERCLA, HVAC/lighting service reqs, structural integrity reqs, etc.	Sect. 6.e.7.a	Sect. 4.1.1	Step 1	1. **Example 1**	2. **Example 2**
Facility End State Decisions Includes expected conditions at completion of the deactivation, DOE mission use, extended S&M, decommissioned and/or dismantled, etc.		Sect. 4.1.2	Step 2	1. **Example 3** 2. **Example 4**	3. **Example 5**
Deactivation Plan Project Scope and Objectives Includes purpose, facilities, integration with other projects, major actions, etc.	Sect. 6.e.7.a & b	Sect. 4.2.1	Step 3	1. **Example 6**	2. **Example 7**
Project Organization Describes aspects of the project and facility organization specific to deactivation project execution.		Sect. 4.2.1	Step 3	1. **Example 8**	2. **Example 9**
Safety Integration - Integrated Safety Management Includes hazard identification and deactivation tasks integration into work planning per DOE P 450.4 and DOE-STD-1120-98.	Sect. 6.g.1& 6.g.6.a	Sect. 4.2.2	Step 4	1. **Example 10** 2. **Example 11**	3. **Example 12**
Safety Integration - Hazard Identification and Characterization Includes preliminary hazard analysis; hazards evaluated against operational systems, safety and health, regulatory requirements, etc.	Sect. 6.f.8.a & 6.g.6.a	Sect. 4.2.2	Step 4	1. **Example 13**	2. **Example 14**
Safety Integration - Authorization Basis Evaluation Includes SAR, BIO, TSR, etc.	Sect. 6.e.7.b & 6.f.8.b	Sect. 4.2.2	Step 4	1. **Example 15**	2. **Example 16**
Safety Integration - Process Systems Evaluation Includes systems needed to maintain facility at end state.		Sect. 4.2.2	Step 4	1. **Example 17**	
Safety Integration - Hazardous and Radioactive Material Evaluations	Sect. 6.f.8.a	Sect. 4.2.2	Step 4	1. **Example 18**	

Includes S&M of stored material or removal of materials, wastes, etc.				2. **Example 19**
Safety Integration - Prioritization of Facility Hazards Includes priorities for the execution of near term tasks and multiple facilities.		Sect. 4.2.2	Step 4	1. **Example 20** 2. **Example 21**
Safety Integration - Identification and Management of Standards and Requirements Includes SRIDs, N&S, etc.	Sect. 6.e.7.a	Sect. 4.2.2	Step 4	1. **Example 22** 2. **Example 23**
Safety Integration - Implementation of Controls Includes the work planning and performance process to ensure the safety and health of workers.		Sect. 4.2.2	Step 4	1. **Example 24** 2. **Example 25**
Safety Integration - Approach to Meeting Requirements Includes configuration controls established to ensure work is performed consistent with standards and requirements.		Sect. 4.2.2	Step 4	1. **Example 26** 2. **Example 27**
Development of Detailed End Points - End Point Document Includes objectives, specifications, completion criteria, etc.	Sect. 6.g.6.a	Sect. 4.2.3	Step 5	1. **Example 28** 2. **Example 29** 3. **Example 30**
Identify and Evaluate Alternatives and End-Points Includes engineering studies, technology evaluations, cost benefit evaluations, etc.	Sect. 6.e.7.b. & 6.g.6.a	Sect. 4.2.4	Step 6	1. **Example 31** 2. **Example 32** 3. **Example 33**
Prepare Baselines - Performance Baseline Includes a quantitative expression of the facility transformation.		Sect. 4.2.5	Step 7	1. **Example 34** 2. **Example 35**
Prepare Baselines - Cost & Schedule Baseline Includes FY execution plan, WBS, WBS dictionary, BOE, schedules, change control, etc.	Sect. 6.e.7.a & b	Sect. 4.2.5	Step 7	1. **Example 34** 2. **Example 35**
Prepare Baselines - Technical Baseline and Milestones Includes a definition of project scope, technical approach, and milestones.		Sect. 4.2.5	Step 7	1. **Example 34** 2. **Example 35**
Prepare Project Support Plans and Documentation - Work Management Includes description of work management system and procedures.		Sect. 4.2	Step 8	1. **Example 36** 2. **Example 37**
Prepare Project Support Plans and Documentation - Configuration Control Includes a description of configuration control practices and compliance approvals.		Sect. 4.2	Step 8	1. **Example 38** 2. **Example 39**
Prepare Project Support Plans and Documentation - Technical Baseline Development and Control Includes relationship of system engineering to the technical baseline preparation	Sect. 6.e.7.b	Sect. 4.2	Step 8	1. **Example 40** 2. **Example 41**
Prepare Project Support Plans and Documentation - Project Metrics Describes the monitoring of project performance		Sect. 4.2	Step 8	1. **Example 42** 2. **Example 43**
Prepare Project Support Plans and Documentation - S&M Plan Describes activities to maintain the facility safety	Sect. 6.f.8.c & 6.g.6.a	Sect. 4.2	Step 8	1. **Example 44** 2. **Example 45**

envelope in a safe, efficient and compliant manner.				
Prepare Project Support Plans and Documentation - H&S Plan Describes health and safety implementation procedures.		Sect. 4.2	Step 8	1. **Example 46** 2. **Example 47** 3. **Example 48**
Prepare Project Support Plans and Documentation - Communication and Stakeholder Involvement Plan Includes public and stakeholder outreach and involvement.		Sect. 4.2	Step 8	1. **Example 49** 2. **Example 50**
Prepare Project Support Plans and Documentation - Environmental Plan Includes environmental activities and documentation to comply with regulations and prior agreements.	Sect. 6.e.7.a & b	Sect. 4.2	Step 8	1. **Example 51** 2. **Example 52** 3. **Example 53**
Prepare Project Support Plans and Documentation - Project Risk Assessment Describes methods to be used in performing project risk assessments.		Sect. 4.2	Step 8	1. **Example 54** 2. **Example 55** 3. **Example 56**
Prepare Project Support Plans and Documentation - Radiological Controls/ALARA Describes practices to reduce personnel dose and control radioactive material.	Sect. 6.e.7.a & b	Sect. 4.2	Step 8	1. **Example 57** 2. **Example 58**
Prepare Project Support Plans and Documentation - Waste Management Describes waste to be generated and methods/practices to minimize and control.	Sect. 6.f.8.c	Sect. 4.2	Step 8	1. **Example 59** 2. **Example 60**
Prepare Project Support Plans and Documentation - System Closure Plan Describes actions to accomplish closure in compliance with required regulations.		Sect. 4.2	Step 8	1. **Example 61** 2. **Example 62** 3. **Example 63**
Prepare Project Support Plans and Documentation - Quality Assurance Plan Describes policies and procedures to be used to meet quality assurance objectives.		Sect. 4.2	Step 8	1. **Example 64** 2. **Example 65**
Prepare Project Support Plans and Documentation - Training and Qualification Plan	Sect. 6.g.1	Sect. 4.2	Step 8	1. **Example 66** 2. **Example 67**
Prepare Project Support Plans and Documentation - Property Management Plan	Sect. 6.d, 6.g.2, 6.g.3		Step 8	1. **Example 68** 2. **Example 69**
Prepare and Issue Project Plan Documents>		Sect. 4.2 & 4.2.6	Step 8	1. **Example 70**
Prepare Detailed Work Packages Includes description of work package process and job control system.		Sect. 4.2.7	Step 9	1. **Example 71** 2. **Example 72**
Project Execution	Sect. 6.f.8.d	Sect. 4.3	Step 10	1. **Example 73**
Feedback Includes mechanisms to provide worker feedback to maintain safety and health, e.g. pre-job briefs, post job reviews, lessons learned programs, etc.		Sect. 4.3.1	Step 11	1. **Example 74**

				2. **Example 75**
				3. **Example 76**
Project Closeout - End Point Closeout Describes methods used for closeout and verification.	Sect. 6.e.7.b & c	Sect. 4.4.1	Step 12	1. **Example 77**
				2. **Example 78**
Project Closeout - End Point Closure Methods and Practices		Sect. 4.2	Step 12	1. **Example 77**
				2. **Example 78**
Project Closeout - Final Report Describes facility conditions after deactivation and S&M recommendations.	Sect. 6.g.6.c	Sect. 4.4.2	Step 13	1. **Example 79**
Deactivation to Decommissioning Transition		Sect. 4.4.3	Step 14	1. **Example 80**